

Meeting Minutes
Lincoln Trail DEIC/PIPC
4-18-06

Members Present: Beth Carter, Debbie Curry, Patricia Hardin, Betsy Harms, Katina Johnson, Nannette Johnston, Carol Karn, Kathy King, Cynthia Lemons, Judith Leshar, Nancy Mitcham, Camille Turner, Bev Vetter, Lavinia Waits

Staff Present: Anne Bolly, Sandra Duverge

Guests Present: Julie Powers

Members Absent: Kelly Basham, Sherry Brinegar, Kathy Fields, Pam Haire, Allison Hardaway, Roberta Hounshell, Karen Keene, Renee Lackey, Sandy Mardis, Pam Shearer, Gay Skaggs, Brenda Tyler, Jennifer Wilcox

Topic	Discussion	Action
First Steps Provider Updates and Q & A's	<p>1.Pages A, B, C, D, E, and F must be completed for IFSP review and annual meetings. At the 6 month review, the PSC must review all these pages with the family, and transfer necessary updates/changes to clean pages. For the annual review, a new RBI must be done using pages D, E, and F.</p> <p>2.Child Development Outcomes must be measurable and achievable within 6 months. If a team is using terms such as "most of the time" or "some of the time" as measurement criteria in their Outcome Statement, the team should agree as to what this means (e.g. 25% of the time, 50% of the time, 75% of the time), and document it in the "Comments Section" of the outcome. The other option is to use the actual % as the measurement criteria in the</p>	

	<p>Outcome Statement. Percentages may not be family-friendly but OSEP requires data on measurable Outcomes.</p> <p>3. Some providers have been unable to complete their initial assessment prior to the scheduled initial IFSP meeting due to not being able to reach the family. Due to the 45 day requirement, the POE will hold the initial IFSP without the assessment, and the IFSP will need to be amended by the PSC when the assessment has been completed.</p>	
Introductions	Kathy King will serve as the representative from Community Coordinated Child Care (4 C's).	
February Minutes	Page 3. Remove section on "Community Transition Process Meeting". Page 4, Annual Review of LT IA, change "4-18" to "3-15." Page 4, Child Find, correct spelling is "Dr. Dao." Minutes were approved with these changes.	February Minutes will be revised and distributed with April minutes.
First Steps Point-of-Entry Report	Carol Karn reported and distributed a written report with referral breakdown by age and county. Due to severe provider shortages, some children may only receive PSC until services become available. If the parent agrees, Passport or private insurance may be used to see some of these children through home health.	DEIC members will assist in recruiting providers for First Steps when possible. DI, PT, SLP, OT, and PSC are needed. Anne Bolly (anboll01@louisville.edu) or Alicia Dailey (aldail01@louisville.edu) may be contacted for more information about provider enrollment.
First Steps Technical Assistance Team Report	1.Sandra Duverge reported than no families attended the Family Orientations	

	<p>held in Hardin and Grayson Counties. The Parent Consultants are meeting to brainstorm ways for the parents to receive this information.</p> <p>2.First Steps contracts are being renewed for the next 2 years. The deadline for renewal is June 30, 2006. New forms are available on line. Read Form 5 carefully, as it contains some important changes.</p> <p>3.SCs who attend KIT-TAP training June 8 and 9 in Louisville will be exempt from mandatory attendance at the PSC Quarterly meeting June 16.</p> <p>4. The ICC Evaluation Subcommittee is working on a policy statement for services for children with Established Risk conditions who score in the normal range on developmental testing.</p> <p>5.PLE teleconference will be held 4/26.</p>	<p>2. All First Steps providers should renew their contract prior to June 30, 2006.</p>
Treasurer's Report	<p>Judy Leshner reported. There is still an outstanding bill for \$303.25 to Hardin County Public Schools for printing done in 2004 when PINK administered the DEIC grant. Dr. Davis/ DPH is working on getting this bill paid. There is \$674.85 left to be spent before June 30. If the \$303.25 bill is not paid by the state, the DEIC voted to pay the bill out of this year's grant.</p>	<p>Anne Bolly will follow up with Dr. Davis about the status of payment on this bill. The budget committee will then meet to decide how to spend the remaining DEIC grant funds prior to June 30.</p>
Parent Issues	<p>No report. Renee Lackey, parent representative, was absent.</p>	
Preschool Issues	<p>1.Meade County received a grant to</p>	

	<p>purchase curriculum materials and to train parents.</p> <p>2.Beth Carter has made DVDs of transition to show to parents.</p> <p>3.Nancy Mitcham met with her State Representative about the HB 5. Preschool eligibility criteria will be increased to 150% of the poverty level.</p> <p>4. In order for an LEA to provide services to a child in a private preschool, the private preschool must be accredited by the Southern Association of Schools and Colleges. The child must have all immunizations and vision/hearing evaluations.</p>	
Child Find	<p>1.Nannette Johnston and Anne Bolly will present and distribute child find materials to community pediatricians at the Hardin County Regional Medical Center pediatric luncheon May 12. They will be thanked for making referrals, told what a difference it makes when they identify a child early.</p> <p>2.Copies of the 2-sided district flyer with First Steps and preschool contact information were distributed to members.</p> <p>3. 4 C's will distribute contact information in their newsletter.</p> <p>4.Nannette will draft a newspaper article highlighting a child who has made developmental progress and who has successfully transitioned from First Steps</p>	<p>1.Nannette and Anne will make packets of child find materials to distribute.</p> <p>2.Members are responsible for distributing the flyers in their communities.</p>

	<p>to preschool.</p> <p>5.A sample radio service announcement was distributed.</p>	<p>5.Members are responsible for contacting radio stations in their communities about running the announcement.</p>
Interagency Transition Agreement (IA)	<p>The transition committee met 3-15 to revise the IA transition agreement. The draft was presented for input and revisions.</p>	<p>Members should email changes in contact information to Nancy Mitcham at nancy.mitcham@meade.kyschools.us. Members will approve the final agreement and sign the agreement at the June 20 DEIC/PIPC meeting.</p>
<p>Next Meeting June 20, 2:00 till 4:00 (Eastern Daylight Time) at the Board Room of the Hardin County Public School, 65 W.A. Jenkins Road, Elizabethtown. A First Steps Q and A Session will be held from 1:00 till 2:00 at the same location prior to the meeting.</p>	<p>Agenda will include:</p> <ol style="list-style-type: none"> 1.Approval/signing of the Lincoln Trail DEIC/PIPC Interagency Transition Agreement (IA) 2.Election for DEIC/PIPC chair 3.Next year's agenda topics 4.Quick business meeting 	